SEWER ADVISORY COMMITTEE
MEETING MINUTES
November 19, 2014

The Sewer Advisory Committee (SAC) met at West Sound Utility District Offices, 2924 SE Lund Avenue and the meeting was called to order at 6:33 PM by Commissioner Lundberg.

Those attending the meeting were Councilmembers Chang and Lucarelli; West Sound Utility District Commissioners Hart, Way, and Lundberg; Assistant City Engineer Archer-Parsons, Plant Manager Screws, and General Manager Wilson. Councilmembers Putaansuu and Clauson were unable to attend.

APPROVAL OF MINUTES

Commissioner Hart moved to approve the SAC minutes for the October 22, 2014 meeting. The motion, seconded by Councilman Chang, passed unanimously.

CAPITAL PROJECTS UPDATE

Plant Manager Screws reported that the retaining wall project is complete pending final inspection by the City of Port Orchard Building Department and the Centrate line stanchions are scheduled to be installed by the end of next week. The digester lid replacement for the south digester lid demolition is scheduled to begin the first week of December and the Permit for demolition has been filed with the City. Westech Engineering, Inc. has begun the process of preparing submittals which should be completed by the end of December with the projected installation of the first dome completed by the end of July at the latest. The Second dome should be installed within 120 days after the first is completed. Work has begun on the upper driveway and should be complete by next week. The Department of Natural Resources (DNR) Lease for the Outfall, final report has been sent to DNR and Ecology for analysis of sediment sampling, there were no criteria exceedences in any of the samples for any of the tested parameters. The aquatic land survey will be sent out this week to DNR and the process is on schedule for lease review in the first quarter of 2015. Public Education and Outreach has occurred with East Port Orchard (EPO) Elementary 5th grade students, they toured SKWRF and the District last week as part of Public Education and Outreach. EPO has made the visit to the facility part of their curriculum in a few of the classes and desires to expand to include all 5th grade classes next year.

SKWRF 2015-2016 BIENNIAL BUDGET

General Manager Wilson reported that he will be at the November 25, 2014 Council Meeting for a 15 minute presentation of the SKWRF Budget to the full Council for adoption with the 2015 Budget. He touched briefly on the ERU contribution in 2015 and the $0.50 increase in 2016 and the allocation of the General Facility Charges to SKWRF. Concerns were raised about the 2% rate increase for the employees, and the Commissioners explained that during the economic downturn the employees at SKWRF didn’t receive a cost of living adjustment for 3 years.

BI-ANNUAL FACILITY FINANCIAL AUDIT

General Manager Wilson reported that the auditors would be starting their audit later this week. Every two years West Sound Utility District and SKWRF undergo a financial audit. This audit should be completed in January.

MEETINGS

The next meeting is 6:30 PM, February 18, 2015 at West Sound Utility District.

Future meetings (as they are needed) are at 6:30 PM:
SAC meetings are typically the 3rd Wednesday of each month.

Motion to adjourn made by Commissioner Hart and seconded by Councilman Chang. Motion passed unanimously. The meeting adjourned at 7:53 PM.

West Sound Utility District

Jerry Lundberg

James J. Hart

Susan Way

City of Port Orchard

ABSENT

John Clauson

Cindy Lucarelli

ABSENT

Rob Putaansuu

Fred Chang